



Library Advisory Board

Agenda

Meeting Date: Wednesday, August 15, 2012
Meeting Time: 6:30 PM
Meeting Location: Sherwood Library & City Hall,
Community Meeting Room

Library Advisory Board

Debbi Canepa, Chair (03/2013)
Amy Christie (03/2015)
Nancy Ellingson (03/2013)
Christine McLaughlin (04/2015)
Debra Pearce (03/2013)
Diana Stanley (03/2016)
Coleen Swihart (03/2014)
Conrad Thomason (03/2016)

City Staff

Mary Madland, Supervising Librarian
Pam North, Library Manager
Kristen Switzer, Community Services Director

Guests

Molly Woodbury, High School Representative
(08/2012)

Liz Myers, Friends of the Sherwood Library

Council Liaison

Linda Henderson, City Councilor

----Meeting Agenda----

6:30	Roll call / Introductions	Canepa
6:35	Changes to agenda	Canepa
6:40	Approval of minutes	Canepa
6:45	Library Manager's Report	North
	• Monthly Management Reports	
	• Library Business & News	
	• Next Board meeting – Wednesday, October 17 @ 6:30pm	
7:20	Other business	Canepa
7:30	Adjournment	Canepa



Home of the Tualatin River National Wildlife Refuge

City of Sherwood

Library Advisory Board

MEETING MINUTES

MEETING TITLE	City of Sherwood Library Advisory Board
DATE & TIME	August 15, 2012 6:30 P.M.
LOCATION	Sherwood Library/City Hall Community Meeting Room
FACILITATOR	Debbi Canepa, Chair
NOTES TAKEN BY	Mary Madland

AGENDA

Items	Person Presenting
1. Roll Call/Introductions	Canepa
2. Changes to Agenda	Canepa
3. Approval of Minutes	Canepa
4. Manager's Report	North
5. Other Business	Canepa
6. Adjournment	Canepa

ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent
Nancy Ellingson		Linda Henderson	X
Debbi Canepa, Chair			
Amy Christie		City Staff	
Christine McLaughlin	X	Pam North	
Debra Pearce			
Diana Stanley		Kristen Switzer	X
Coleen Swihart			
Conrad Thomason	X	Guests	
Molly Woodbury		Liz Myers, Friends of the Sherwood Library	

MEETING NOTES

Roll Call/Introductions

The meeting was called to order at 6:35 pm by Chair Debbi Canepa. No changes to the agenda were noted.

Approval of Minutes

A motion to approve the minutes was made by Debra Pearce and seconded by Coleen Swihart, and the minutes were approved as written.

Library Manager Report

Sherwood Public Library – June 2012

	<u>Current Yr</u>	<u>Past Yr</u>	<u>% Change</u>
<u>Check out</u>	<u>35,729</u>	<u>36,330</u>	<u>-1.65% (23% Self-check)</u>
<u>Check in</u>	<u>25,900</u>	<u>26,581</u>	<u>0%</u>

- New Library cards 145
- Volunteer hours 226 hours (29 volunteers)

Monthly Activities

- Thirty-five Baby, Preschool and Toddler Storytimes (604 children / 437 adults = 1041 total)
- Two Read-to-the-Dogs programs
- Magazine Monday (free magazine giveaway)
- 06/01 Summer Reading Program sign-ups began
- 06/01 Cannery Square Plaza grand opening celebration
- 06/09 Cruisin' Sherwood – Friends of the Library offered free used books to spectators and participants
- 06/14 Sue Decker attended the Scholastic Book Fair to purchase Summer Reading Program reward books
- 06/16 Jennifer Ortiz represented the Library at the Community Services Fair

- 06/19 Summer Reading Program – Brad Clark (~175 attending)
- 06/20 Library Advisory Board Meeting
- 06/26 Summer Reading Program, sponsored by the Stanley Family in memory of Teresa Stanley – Portland Taiko Drummers (~275 attending)
- Library staff attended various regional, City and WCCLS meetings: Circulation, Acquisitions, WUG, Latino Services and Policy Group.

Sherwood Public Library – July 2012

	<u>Current Yr</u>	<u>Past Yr</u>	<u>% Change</u>
<u>Check out</u>	36,396	35,956	+1% (23% Self-check)
<u>Check in</u>	26,784	26,221	0%

- New Library cards 109
- Volunteer hours 211.25 hours/1.22 FTE (27 volunteers)

Monthly Activities

- Twenty-six Baby, Preschool and Toddler Storytimes (598 children /413 adults = 1011 total) *Teresa on vacation one week
- One Read-to-the-Dogs program
- Magazine Monday (free magazine giveaway)
- Summer Reading Program continues (1217 registrations as of 07/31)
- Adult Summer Reading Program continues (269 registrations as of 07/31)
- 07/03 Summer Reading Program Event – Presto the Magician (325 attendees)
- 07/04 Library closed for 4th of July Holiday
- 07/09 WCCLS RFID Statistics Training for staff
- 07/10 Summer Reading Program Event – Angel Ocasio (200 attendees)

- 07/12 Friends of the Sherwood Library Meeting
- 07/17 Summer Reading Program Event – Reptile Man (~400 attendees)
- 07/20 Maid Marian Drop-In Storytime at the Library
- 07/20-21 Sherwood Robin Hood Festival
- 07/24 Summer Reading Program Event – Mad Science (175 attendees)
- 07/31 Summer Reading Program Event – Yo Yo University (175 attendees)
- Library staff attended various regional, City and WCCLS meetings: Circulation, Cataloging, Policy Group & OLA/Public Library Division Board

Library Business & News

North reported that check out is flat and is the same across the county.

Self- check use is at 23%.

Summer Reading has come and gone. Reward books are out. Registration is down about 100 from last year, but still at around 1200. The new location for programs at Cannery Square was very successful. The larger space provides more room for performers and attendees. Attendance was over 175 at each performance.

New City Manager Joe Gall will attend the next Library Board meeting. He has been doing meet and greet meetings with each employee. He is very interested in the library and plans to shadow staff to learn more about what we do.

Municipal Court moved back to Community Meeting Room in July.

Effective July 1st we lost the Cultural Pass to the Washington County Rock Museum, but added Evergreen Aviation and Space Museum. Crystal Garcia contacted Evergreen about prizes for the Adult Summer Reading program and put them in touch with WCCLS

Jenny is still on leave and Crystal and Pinn are doing a great job of filling in. Jenny will be back part-time in September.

Friends of the Sherwood Library replaced the play cube in the Children's area.

Writing workshops will be back in October sponsored by the Friends of the Sherwood Library.

Adult Summer Reading prizes – 12 prizes were awarded. Crystal did a great job finding sponsors for the prizes.

Programs for September include:

September 9th-Cancer – What it is and what it is not – with herbalist Morteza Aleali from 2-3pm.

September 13th - Peyote Stitch Class – with Pattie Lamb from 6-7:30pm.

September 15th - Zumba Tonic exercise program for kids with Carolyn Thomson from 12-1pm.

September 22nd – “ Fall in love with poetry” workshop with Paulann Petersen from 1-4:30.

September 29th – Book signing “Sherwood Tales” with June Reynolds from 10am-12pm.

Goodbye and Thank You to Molly Woodbury for her service on the Library Board!

Other business

Nancy Ellingson noted that the new City Manager Joe Gall asked each councilor to “Show me your Sherwood” and spent time with each of them learning about Sherwood from each of their perspectives.

Nancy shared an experience she had with Sherwood Police recently and how impressed she was with the way they handled the situation.

Nancy also shared she is working her way through all of Johnny Depp’s movies and associated books.

Nancy asked about patrons abusing the furniture. She has noticed people with their feet on the furniture, etc. We always hope patrons will be respectful of the space but it is difficult to police behavior.

The next Board meeting is on Wednesday, October 17th at 6:30 pm in the Library/City Hall Community Meeting Room.

Adjournment

The meeting was adjourned at 7:06 pm.

